

STAT

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## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Overtime/Holiday Time Use - Second Quarter FY-85

FROM:

EXTENSION

NO.

OL 1059-85



DATE

16 April 1985

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

Executive Officer, OL

RECEIVED

FORWARDED

FYI:

2.

DD/L

4/17

m

1. 88% of the OT/HT hours requested have been used as of 16 March 1985.

3.

D/L

A

2. Average use per pay period is 6,580 hours. At this rate we will use 46,057 hours during the second quarter FY 85 (1,083 more than requested).

4.

DC/BTF

5.

6.

7.

8.

9.

T- pls send cc to each  
div/stff chief

3. P&PD - Based on average use of 1,327 hours per pay period, P&PD will use 9,288 hours or 1,288 hours more than requested.

4. PD - Based on average use of 179 hours per pay period, PD will use 1,254 hours or 84 hours more than requested.

5. SD - Used 333 hours overtime more than requested.

Did we send over

our most recent OT request?

12.

It looks like SD has a

13.

good estimate.

14.

15.

yes

6. CD - Based on average use of 1,476 hours per pay period, CD will use 10,334 hours or 651 hours more than requested.

7. RECD - Based on average use of 211 hours per pay period, RECD will use 1,474 hours or 174 hours more than requested.

16 APR 1985

MEMORANDUM FOR: Executive Officer, OL

FROM: 

Deputy Chief, Budget &amp; Fiscal Branch, OL

SUBJECT: Overtime/Holiday Time Use - Second Quarter  
FY-85

The following breakdown reflects overtime/holiday time used during the period 3 - 16 March 1985 Pay Period 07.

	Hours Requested	Hours Used Through 2 Mar 85	Hours Used 3 - 16 Mar 85 (PP 07)	Total Hours Used	Balance
O/Dir.	N/A	72	18	90	N/A
B&F	296	182	49	231	65
P&TS	300	119	43	162	138
SS	160	89	-0-	89	71
NBPO	50	22	4	26	24
OGC	40	-0-	-0-	-0-	40
IMSS	125	36	13	49	76
LUFTS	280	85	85	170	110
REG	-0-	-0-	-0-	-0-	-0-
PMS	360	288	53	341	19
HOME	22,600	14,709	3,510	18,219	4,381
PD	1,170	806	269	1,075	95
P&PD	8,000	7,003	958	7,961	39
SD	610	726	217	943	-333
CD	9,683	6,661	2,197	8,858	825
RECD	1,300	1,056	207	1,263	37
<span style="border: 1px solid black; display: inline-block; width: 50px; height: 1.2em; vertical-align: middle;"></span>	-0-	-0-	-0-	-0-	-0-
TOTALS	44,974	31,854	7,623	39,477	

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OL 1059-85

